



CALIFORNIA CENTER
for Infant-Family and Early Childhood Mental Health
at WestEd Center for Prevention & Early Intervention

Learning Narrative Checklist

Domain 1: Knowledge and Domain 2: Clinical/Direct Services Experience Supported by Reflective Practice Facilitation

For complete endorsement requirements, refer to the [California Compendium of Training Guidelines, Personnel Competences, and Professional Endorsement Criteria for Infant-Family and Early Childhood Mental Health](#)

As an applicant, submit a brief learning narrative that summarizes the hours of training you received specific to the prenatal to 5 population in Domain 1 and the direct services you provided to children and families in the prenatal to 3 and/or 3 to 5 age ranges in Domain 2. Your learning narrative document should include:

- ✓ Your name
- ✓ Endorsement title you're applying for and for which age group: prenatal to 3, 3 to 5, or prenatal to 5

Domain 1 – Didactic Hours in Knowledge Areas A–H

As an applicant, you must demonstrate that you have completed the required number of hours of training for each of the eight knowledge areas. Each endorsement category has a different number of hours required for each knowledge area (refer to the Domain 1 requirements chart in the [Compendium](#)). Materials that document training in the knowledge areas of the learning narrative include certificates of attendance at conferences and workshops, agency training, college transcripts, and other training venues relevant to children prenatal to 5 and their families in the prenatal to 5 age group. Refer to the Checklist for Domain 1: Knowledge Documents for more details.

Each applicant's learning experience is unique and therefore will be documented differently. The following considerations will guide you in how to document your training.

- You may designate hours for portions of a class, workshop, or seminar that addressed the key concepts listed in the *individual* knowledge areas A–H. When referring to a specific infant-family and early childhood mental health training program, be sure to



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submit the supporting certificate that demonstrates the number of hours for each knowledge area.

- You may not duplicate hours—that is, you may not use the same hours more than once to meet the requirements of different knowledge areas. Indicate the number of hours required in each area for the endorsement (MHS or TMHP) and indicate your total number of hours next to that criteria number. You may include trainings beyond the criteria, but it is not required to do so.
- If you use past college course work to meet criteria in knowledge areas, you may estimate the number of hours focused on the prenatal to 5 age group in that semester’s class. Unofficial transcripts may be used for documentation.
- If you have been teaching or training in the various knowledge areas, you may use those hours by submitting a training syllabus or document to indicate the content and/or competencies addressed.

For each training include:

- Date of training;
- Trainer’s name;
- Training title/description relevant to a particular knowledge area;
- Number of hours from a training being used in a particular knowledge area.

Domain 2 – Clinical/Direct Services Supported by Reflective Practice Facilitation

Applicants must submit the following information to demonstrate that you have met the endorsement criteria for direct clinical services supported by reflective practice facilitation (RPF). This section is to demonstrate the reflective practice facilitation you received when you were providing direct services to children and families. Include the following information in this portion of the Learning Narrative:

- The name of the agency name where you worked when receiving RPF;
- Number of hours of direct service you provided to children prenatal to 3 and their families while working in this setting and/or the number of hours of direct service you provided to children ages 3 to 5 and their families;
- Dates of your employment;
- Whether the RPF was group and/or individual;
- The title of the supervisor who provided RPF support for the direct service hours (indicate if the supervisor is endorsed as an RPF/Mentor by the California Center).



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- If the hours of RPF are prior to January 1, 2017, state that the supervisor was providing reflective practice facilitation but was not endorsed by the California Center.
- After January 1, 2017, the direct clinical/service hours used with RPF support *must be* from a supervisor/trainer endorsed by the California Center as an RPF I, II, or Mentor.

The applicants reflective practice facilitation can be documented in a chart or narrative but must include the following elements:

Age	Agency	Number of Hours of Experience	Date	Supervisor/Title Whether They are RPF Endorsed or Not	Number of RPF Hours	Group <8 Individual 1:1
0-3						
3-5						

- If you are seeking the prenatal to 5 category endorsement, you must demonstrate direct service and RPF support for *both prenatal to 3 and 3 to 5 age groups* as listed in the criteria in the [Compendium](#).